

CITY OF ALAMEDA

Memorandum

To: Honorable Mayor and
Members of the City Council

From: Lisa Goldman
Acting City Manager

Date: January 4, 2011

Re: Adopt Resolution Designating the Person to Perform the Duties of the City
Manager in the Event of His or Her Absence or Disability

BACKGROUND

Section 3-7(h) of Article III of the City Charter requires that the City Council designate the person to perform the duties of the City Manager in the event of his or her absence or disability. The Council passed resolution 14032 on November 14, 2006 to identify the positions and order in which succession would occur.

DISCUSSION

The existing resolution designates the Assistant City Manager as the person who will act for the City Manager. The Assistant City Manager position was changed to Deputy City Manager – Administrative Services, therefore the resolution should be revised to reflect the correct title. If the Deputy City Manager – Administrative Services were unable to perform the duties of City Manager, the order of succession would be the Deputy City Manager – Development Services, Public Works Director, Police Chief, Fire Chief, and Housing Department Executive Director.

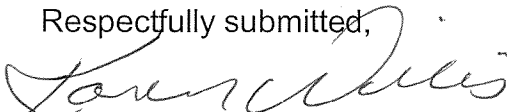
FINANCIAL IMPACT

There is no financial impact to the General Fund.

RECOMMENDATION

Adopt a resolution designating the person to perform the duties of the City Manager in the event of his or her absence or disability.

Respectfully submitted,



Karen Willis
Human Resources Director

CITY OF ALAMEDA RESOLUTION NO. _____

SUPERSEDING AND RECINDING RESOLUTION 14032 DESIGNATING
THE PERSON TO PERFORM THE DUTIES OF THE CITY MANAGER IN
THE EVENT OF HIS OR HER ABSENCE OR DISABILITY

WHEREAS, Section 3-7(h) of Article III of the Charter of the City of Alameda requires that the City Council designate the person to perform the duties of the City Manager in the event of his or her absence or disability; and

WHEREAS, staffing has changed since Resolution 14032 was adopted in November of 2006;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Alameda that the City Manager is hereby authorized to designate the City officer or official to perform the duties of the City Manager in the event of the City Manager's absence or disability.

BE IT FURTHER RESOLVED that in the event the City Manager does not or is unable to designate a person to perform the duties of the City Manager, the Deputy City Manager – Administrative Services shall be the person to perform the duties of the City Manager in the event of the City Manager's absence or disability.

BE IT FURTHER RESOLVED that in the event both the City Manager and the Deputy City Manager – Administrative Services are unable to perform the duties of the City Manager, the Deputy City Manager – Development Services shall be the person to perform the duties of the City Manager in the event of the City Manager's absence or disability.

BE IT FURTHER RESOLVED that in the event that the City Manager, Deputy City Manager – Administrative Services and Deputy City Manager – Development Services are unable to perform the duties of the City Manager, the following Department Heads shall perform the duties of the City Manager in the order set forth below:

Public Works Director
Police Chief
Fire Chief
Housing Department Executive Director

BE IT FURTHER RESOLVED that Resolution 14032 relating to the same subject matter is hereby fully and completely rescinded.

* * * * *

I, the undersigned, hereby certify that the foregoing Resolution was duly and regularly adopted and passed by the Council of the City of Alameda in regular meeting assembled on the 4th day of January, 2011, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the official seal of the said City this 5th day of January, 2011.

Lara Weisiger, City Clerk
City of Alameda